

Village of Laird
Council REGULAR Meeting Minutes
November 18, 2021

The Minutes of the REGULAR Meeting of the Council of Village of Laird
held in Council Chambers, 220B Main Street, Laird, SK on Thursday
November 18, 2021.

PRESENT: Mayor: Kirk Walters
Councillor: Boni Brucks
Councillor: Wendy Besser
Administrator: Rebecca Poynder

DELEGATE:

Mayor Walters called the meeting to order at 5:59 p.m.

AGENDA

171-11-21 **BESSER:** That the agenda be approved as presented. **CARRIED.**

MINUTES

172-11-21 **WALTERS:** That the Minutes of the Regular Meeting of Council held on October 21, 2021 be approved as presented. **CARRIED.**

STATEMENT OF FINANCIALS

173-11-21 **BRUCKS:** That the Statement of Financials for the month of October 2021 be approved as presented and hereto attached to these minutes. **CARRIED.**

ACCOUNTS FOR APPROVAL

174-11-21 **WALTERS:** That payment of accounts paid \$22,602.56 has been reviewed and is approved as presented. **CARRIED.**

EMERGENCY SERVICES AGREEMENT

175-11-21 **BRUCKS:** That we received and approve the Emergency Service Agreement for 2022 to 2025 with the RM of Laird NO 404. **CARRIED.**

SUMASSURE INSURANCE & OPTIONAL ACCIDENT DEATH & DISMEMBERMENT

176-11-21 **WALTERS:** That we approve SUMAssure for the Village of Lairds 2022 insurance and the 24-hour Optional Accident Death & Dismemberment coverage for Councillors and the Administrator with SUMAssure for a sum of \$140.00 per person for 2022. **CARRIED.**

177-11-21 **ANNUAL PUBLIC DISCLOSURE FORMS**

BESSER: That we all have read and signed our Annual Public Disclosure forms for 2021. **CARRIED.**

178-11-21 **LIST OF LANDS WITH ARREARS**

BESSER: That we have been presented with the List of Lands with Arrears. We ask that letters be sent to the Owners before we approve Tax Enforcement proceedings. **CARRIED.**

JENSEN STROMBERG 2021 AUDIT

179-11-21 **WALTERS:** That we appoint Jenson Stromberg Chartered Professional Accountants for the Village of Lairds 2021 Audit. **CARRIED.**

WESTERN MUNICIPAL CONSULTING LTD

180-11-201 **BESSER:** That we approve Appointment of Board of Appeals & The Development Board– Western Municipal Consulting Ltd for 2022. **CARRIED.**

VFF FIRE CHIEF

181-11-201 **BRUCKS:** That we ask the Village of Laird VFF Fire Chief to attend the December 16th, 2021 Regular meeting. **CARRIED.**

MUNICIPAL REVENUE SHARING GRANT – DECLARATION OF ELIGIBILITY

182-11-21 **BRUCKS:** The Council of the Village of Laird confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2020 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2020 Public Reporting on Municipal Waterworks to the Ministry of Government Relations
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;

**Village of Laird
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- Adoption of a Council Procedures Bylaw, Bylaw No. 2016-01
- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

That we understand if any requirements are not met, our Municipal Revenue Sharing Grant may be withheld until all requirements are met; and

That we authorize the Administrator Rebecca Poynder to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED.

CHRISTMAS & NEW YEAR HOURS

- 183-11-21** **BESSER:** That we approve the Village office to be closed Friday December 24th, Tuesday December 28th, 2021 and Tuesday January 4th, 2022.

CARRIED.

CHRISTMAS GIFT

- 184-11-21** **WALTERS:** That we approve a \$100 cheque each for the two full time employees and \$50 to the casual employees in leu of not having a Christmas meal this year because of Covid-19.

CARRIED.

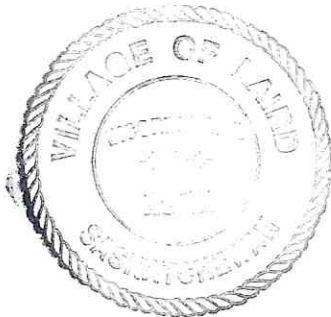
ADJOURNMENT

- 185-11-21** **WALTERS:** That the Council meeting be adjourned at 7.25 p.m.

CARRIED.


NEXT REGULAR MEETING: January 20 @ 6:00pm

(SEAL)





Mayor



Administrator


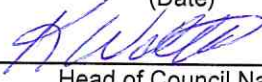
Village of Laird
Statement of Financial Activities - Summary
For the Period Ending October 31, 2021

	Current	Year To Date	Budget	Variance	%
Revenues					
Taxation	(155.04)	159,722.93		159,722.93	
Fees and Charges	7,731.65	54,009.06		54,009.06	
Utilities	10,037.00	99,960.71		99,960.71	
Grants	(1,581.75)	95,959.20		95,959.20	
Grants in Lieu of Taxes	1,291.03	19,192.93		19,192.93	
Land Sales - Gain		15,000.00		15,000.00	
Other Revenues		7,400.79		7,400.79	
Total Revenues:	17,322.89	451,245.62	0.00	451,245.62	0.00
Expenditures					
General Government Services	7,629.03	143,599.00		(143,599.00)	
Protective Services	772.27	26,771.90		(26,771.90)	
Transportation Services	5,778.28	325,213.98		(371,343.36)	
Environmental Health Services	1,934.21	25,107.41		(28,409.02)	
Public Health and Welfare Services		855.34		(855.34)	
Recreation and Cultural Services		4,088.23		(4,088.23)	
Utilities	9,255.14	69,942.80		(69,942.80)	
Total Expenditures:	25,368.93	595,578.66	0.00	(645,009.65)	0.00
Change in Net Financial Assets	(8,046.04)	(144,333.04)	0.00	(193,764.03)	0.00
Change in Net Assets	(8,046.04)	(144,333.04)	0.00	(193,764.03)	0.00
Change in Surplus	(8,046.04)	(144,333.04)	0.00	(193,764.03)	0.00

Account Balances	Current	Year to Date	Balance
Cash			
Cash - On Hand - Petty Cash			150.00
Cash - Bank - Demand-main	2,220.87	(110,589.73)	113,465.33
Cash - Bank - Hospital reserve		6,750.74	50,069.49
Cash - Bank - Volunteer Fire Fighters	(777.29)	36,043.59	36,043.59
Cash - Bank - Infrastructure		(93,966.65)	22,103.40
Cash - Other			12,169.81
Total Cash:	1,443.58	(161,762.05)	234,001.62
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	(7,191.43)	37,664.04	42,720.59
Municipal - Tax Receivable - Arrears	(63.74)	(5,330.56)	(3,958.55)
Municipal - Allow. for Uncollected			(500.00)
Total Municipal Taxes Receivable:	(7,255.17)	32,333.48	38,262.04

Report Date
2021-11-18 3:03 PM

Village of Laird
Statement of Financial Activities - Summary
For the Period Ending October 31, 2021

	<u>Current</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Variance</u>	<u>%</u>
Certified correct and in accordance with the records	Presented to council on				
	<u>NOV-18-2021</u>				
Administrator Name	(Date)				
Administrator Title					
	Head of Council Name				
	Head of Council Title				

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
Bank Code: AP - AP-GENERAL OPER					
Computer Cheques:					
10239	2021-10-28	Used in PM for Payroll			
10240	2021-10-28	Used in PM for Payroll			
10241	2021-10-28	Aquifer Group of Companies	Sewer/Water hose		
		S100071732.001	580-430-100 - UT - Water - Materi Sewer/Water hose	311.81	311.81
10242	2021-10-28	Canada Revenue Agency	October Remit 2021		
		Oct - Remit	210-200-110 - C.P.P. Payable	October Remit 2021	528.45
			210-200-120 - E.I. Payable	October Remit 2021	162.42
			210-200-130 - Income Tax Payabl	October Remit 2021	1,978.64
					2,669.51
10243	2021-10-28	Home Hardware	Shop Supplies		
		281096313063261	530-410-100 - TS - Maint. - Shop ! Shop Supplies	257.63	257.63
10244	2021-10-28	Municipal Employees Pension P	October 2021 Remit		
		Octo - Remit	210-200-140 - MEPP Superannua	October 2021 Remit	1,632.74
					1,632.74
10245	2021-10-28	Saskatchewan Health Authority	water testing-lab.		
		3391299	580-290-100 - UT - Water - Labor: water testing-lab.	21.90	
			110-340-110 - GST Receivable - 1 GST Tax Code	1.10	
			900-110-130 - GST Paid - Eligible GST Tax Code	1.10	23.00
		3391300	580-290-100 - UT - Water - Labor: water testing-lab.	21.90	
			110-340-110 - GST Receivable - 1 GST Tax Code	1.10	
			900-110-130 - GST Paid - Eligible GST Tax Code	1.10	23.00
		1146855	580-290-100 - UT - Water - Labor: water testing-lab.	43.81	
			110-340-110 - GST Receivable - 1 GST Tax Code	2.19	
			900-110-130 - GST Paid - Eligible GST Tax Code	2.19	46.00
		3392564	580-290-100 - UT - Water - Labor: water testing-lab.	21.90	
			110-340-110 - GST Receivable - 1 GST Tax Code	1.10	
			900-110-130 - GST Paid - Eligible GST Tax Code	1.10	23.00
		3391998	580-290-100 - UT - Water - Labor: water testing-lab.	21.90	
			110-340-110 - GST Receivable - 1 GST Tax Code	1.10	
			900-110-130 - GST Paid - Eligible GST Tax Code	1.10	23.00
				Payment Total:	138.00
10246	2021-10-28	SASK TEL	October Bill 2021		
		6600	580-300-140 - UT - Water - Telepl Water Plant	54.63	
			510-300-140 - GG - Utility - Telepl Fax	54.64	
			585-300-140 - UT - Sewer - Telepl Sewer Lift	59.07	
			510-300-140 - GG - Utility - Telepl Office	219.36	387.70
10247	2021-10-28	Sask Urban Municipalities Assn	October 2021 Remit		

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
Oct - Remit		510-120-110 - GG - Council - Life	October 2021 Remit	9.99	
		530-120-120 - TS - Maint. - Benefi	October 2021 Remit	134.18	
		580-120-110 - UT - Water - Benefi	October 2021 Remit	134.19	
		510-130-230 - GG - Benefits - Adn	October 2021 Remit	355.36	
		110-340-110 - GST Receivable - 1	October 2021 Remit	82.40	
		110-340-110 - GST Receivable - 1	GST Tax Code	1.00	
		900-110-130 - GST Paid - Eligible	GST Tax Code	1.00	717.12
10248	2021-10-31	School - Minister of Finance	October 2021 Remit		
Octo - Remit		210-210-190 - School #1 - Remitt	October 2021 Remit	2,646.26	2,646.26
10249	2021-11-03	BK Foods	Office & UT Postage		
00063097		580-400-110 - UT - Water - Station	UT Postage	118.67	
		510-400-110 - GG - Maint. - Posta	Office Postage	193.20	
		510-420-100 - GG - Maint. - Janitc	Office	58.25	
		110-340-110 - GST Receivable - 1	GST Tax Code	15.59	
		900-110-130 - GST Paid - Eligible	GST Tax Code	15.59	385.71
10250	2021-11-03	Clartech Industries Inc.	Chemicals		
INV1002829		580-450-100 - UT - Water - Chemi	Chemicals	1,183.28	
		110-340-110 - GST Receivable - 1	GST Tax Code	59.16	
		900-110-130 - GST Paid - Eligible	GST Tax Code	59.16	1,242.44
10251	2021-11-03	Al Neufeld Sand & Gravel Ltd.	Gravel		
63175		530-440-100 - TS - Maint. - Gravel	Gravel	1,146.60	1,146.60
10252	2021-11-03	Saskatchewan Health Authority	water testing-lab.		
3393054		580-290-100 - UT - Water - Labor	water testing-lab.	21.90	
		110-340-110 - GST Receivable - 1	GST Tax Code	1.10	
		900-110-130 - GST Paid - Eligible	GST Tax Code	1.10	23.00
10253	2021-11-03	VOID - Wrong Amount			
10254	2021-11-03	SASK POWER	River Pump		
3438-0041-2033		580-300-120 - UT - Water - Power	River Pump	895.09	
		110-340-110 - GST Receivable - 1	GST Tax Code	72.29	
		900-110-130 - GST Paid - Eligible	GST Tax Code	72.29	967.38
10255	2021-11-03	WeBe Metals & Parts	battery Terminal White Tractor		
418		530-410-100 - TS - Maint. - Shop	battery Terminal White Tr	117.98	117.98
10256	2021-11-03	Wagner Inspection Services	Besser & Bergen		
LAIRD10312021		510-280-170 - GG - Cont. - Buildir	Besser & Bergen	320.00	
		110-340-110 - GST Receivable - 1	GST Tax Code	16.00	
		900-110-130 - GST Paid - Eligible	GST Tax Code	16.00	336.00
10257	2021-11-03	SASK ENERGY	Office & Shop		
0130		510-300-110 - GG - Utility - Heat	Office	85.15	
		530-300-110 - TS - Maint. - Utility	Shop	85.16	

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
		110-340-110 - GST Receivable - 1 GST Tax Code		8.43	
		900-110-130 - GST Paid - Eligible GST Tax Code		8.43	178.74
30010		580-300-110 - UT - Water - Heat Pumping Stn		54.99	
		110-340-110 - GST Receivable - 1 GST Tax Code		2.74	
		900-110-130 - GST Paid - Eligible GST Tax Code		2.74	57.73
				Payment Total:	236.47
10258	2021-11-03	SASK POWER	Pumpking Stn		
1194-0069-5470		580-300-120 - UT - Water - Power Pumping Stn		300.09	
		110-340-110 - GST Receivable - 1 GST Tax Code		15.73	
		900-110-130 - GST Paid - Eligible GST Tax Code		15.73	315.82
1194-0069-5469		580-300-120 - UT - Water - Power Dugout		203.83	
		110-340-110 - GST Receivable - 1 GST Tax Code		10.69	
		900-110-130 - GST Paid - Eligible GST Tax Code		10.69	214.52
0963-0070-2889		585-300-120 - UT - Sewer - Power Sewer Lift		68.22	
		110-340-110 - GST Receivable - 1 GST Tax Code		3.58	
		900-110-130 - GST Paid - Eligible GST Tax Code		3.58	71.80
1029-0068-8288		530-310-100 - TS - Maint. - Utility - Street Lights		585.47	
		110-340-110 - GST Receivable - 1 GST Tax Code		30.76	
		900-110-130 - GST Paid - Eligible GST Tax Code		30.76	616.23
1656-0068-8630		510-300-120 - GG - Utility - Power Office		48.21	
		530-300-120 - TS - Maint. - Utility - Shop		48.22	
		110-340-110 - GST Receivable - 1 GST Tax Code		4.75	
		900-110-130 - GST Paid - Eligible GST Tax Code		4.75	101.18
				Payment Total:	1,319.55
10259	2021-11-03	Team Fuel	River Pump		
142628		580-900-110 - UT - Water - Fuel P River Pump		1,654.36	
		110-340-110 - GST Receivable - 1 GST Tax Code		82.71	
		900-110-130 - GST Paid - Eligible GST Tax Code		82.71	1,737.07
142626		530-420-110 - TS - Maint. - Oil & C Shop		214.56	
		530-425-111 - TS - Maint. - Oil & C Diesel		315.00	
		530-425-115 - TS - Maint - Oil & G Regular		212.00	
		530-425-114 - TS - Maint - Oil & G Diesel		55.00	796.56
				Payment Total:	2,533.63
10260	2021-11-03	SASK POWER	River Pump		
3438 -0041-203		580-300-120 - UT - Water - Power River Pump		2,083.95	
		110-340-110 - GST Receivable - 1 GST Tax Code		151.87	
		900-110-130 - GST Paid - Eligible GST Tax Code		151.87	2,235.82
10261	2021-11-10	Used in PM			

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
10262	2021-11-10	Used in PM			
10263	2021-11-10	Collabria	Shop & Office		
Nov Remit		510-240-100 - GG - Cont. - Memb	Shop & Office	44.40	
		510-410-140 - GG - Maint. - Statio	Office Supplies	111.74	
		530-460-100 - TS - Maint. - Aspha	Asphalt	73.24	
		510-240-100 - GG - Cont. - Memb	ISC	150.00	
		110-340-110 - GST Receivable - 1	GST Tax Code	3.59	
		900-110-130 - GST Paid - Eligible	GST Tax Code	3.59	382.97
10264	2021-11-10	Loraas Disposal	Transfer Stn		
0000408656		540-200-110 - EH - Cont. - Waste	Transfer Stn	95.00	
		110-340-110 - GST Receivable - 1	GST Tax Code	4.75	
		900-110-130 - GST Paid - Eligible	GST Tax Code	4.75	99.75
0000408657		540-450-100 - EH - Maint. - Recyc	Recycle	883.89	
		540-200-110 - EH - Cont. - Waste	Waste	1,533.24	
		110-340-110 - GST Receivable - 1	GST Tax Code	120.86	
		900-110-130 - GST Paid - Eligible	GST Tax Code	120.86	2,537.99
				Payment Total:	2,637.74
				Total for AP:	22,326.06
Bank Code: FD - Volunter Fire Department					
Computer Cheques:					
42	2021-10-28	SaskTel	October Bill		
30-1		525-300-140 - PS - Fire - Utility - L	Fire Hall	49.22	49.22
43	2021-11-03	Sask Energy	Fire Hall		
0210		525-300-110 - PS - Fire - Utility - F	Fire Hall	42.45	
		110-340-110 - GST Receivable - 1	GST Tax Code	1.97	
		900-110-130 - GST Paid - Eligible	GST Tax Code	1.97	44.42
44	2021-11-03	Sask Power	Fire Hall		
2976-0053-4188		525-300-120 - PS - Fire - Utility - F	Fire Hall	78.75	
		110-340-110 - GST Receivable - 1	GST Tax Code	4.14	
		900-110-130 - GST Paid - Eligible	GST Tax Code	4.14	82.89
45	2021-11-03	Team Fuel	Premium		
142627		525-430-103 - PS - Fire - Unit 1 - (Premium	100.00	100.00
				Total for FD:	276.53
				Grand Total:	22,602.59

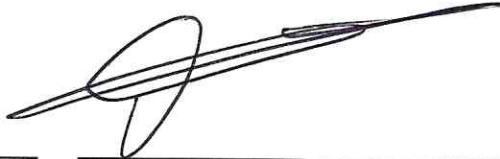
Report Date
2021-11-18 3:04 PM

Village of Laird
List of Accounts for Approval
As of 2021-11-18
Batch: 2021-00103 to 2021-00117

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
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Certified Correct This November 18, 2021



Reeve

Administrator